



VARIANCE APPLICATION

For exceptions from specific rules governing employment of minors.

Instructions for completing this form are on *next page*

Variances must be approved by the Department of Labor and Industries to be valid. Your business will receive an Approved Variance Certificate if this application is approved.

WAC 296-131-140, Variances—Agricultural Employment, and WAC 296-125-0600, Variances—Non-Agricultural Employment, provides that the Department of Labor and Industries may grant an employer a variance from specific rules. **The employer must show good cause as defined in the regulations in order to be granted a variance.** The affected minor employee, school and parent or legal guardian must be advised of the requested variance, and the required Parent/School Authorization form must include the proposed exceptions.

The department will review the following information in consideration of granting the requested variance. **In order for us to process this application, it must be completed in full.**

1. UBI NUMBER FOR THIS BUSINESS LOCATION:

9-Digit Unified Business Identifier (UBI) 3-Digit Business ID 4-Digit Location ID

2. Business name

Mailing address City State ZIP+4

3. Location address City State ZIP+

Telephone number FAX number
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4. Name(s) of minor(s) affected Address Birth date (mo/day/yr)

5. Section(s) of minor work rules for which variance is requested. (List regulation number and title.)

WAC 296- -

WAC 296- -

6. Proposed alternative to rule. Please describe what you want minor(s) to do, e.g., work more hours, total number of hours per day and week, duties, etc.

NOTE: A fully completed copy of the Parent/School Authorization form (F700-002-000) for each minor listed above must be attached to this application. Each minor's form must include the proposed exception.

7. Reason(s) and circumstances specified along with any information necessary to support your request, e.g., demonstration of good cause.

| | | |
|------|-------|--------------------------------------|
| Date | Title | Signature of employer representative |
|------|-------|--------------------------------------|

Variance Application Instructions

The Department can accept only those Variance Applications that have been completed in full. Any applications not completed in full will be returned to the employer for completion. Following are some guidelines for completing the form:

1. The complete Uniform Business Identifier (UBI) number from the Master Business License for the business location where the minor will be working.
2. The complete business name and mailing address as shown on the Master Business License.
3. If the minor is working at a business location *other than the mailing address*, please let us know the location. We must have the UBI number on this application for the *location* where the minor is working.
4. We must have the complete name, address, and birth date of the minor(s) for which this variance is requested. If it is a blanket variance for any minor hired at this location, please specify.
5. For which section of the minor work regulations are you seeking a variance? Examples include: "027" =Hours of Work; "030" = Prohibited & Hazardous Employment.
6. List the specific details of the variance request, for example, work more hours, work earlier or later hours, duties, etc. Please list the specific shifts, total number of hours each day, total number of hours each week, or specific prohibited duties, etc., that you wish the minor(s) to work.
7. Explain briefly the reasons (good cause) for this variance request, such as, minor is self-supporting and needs additional hours, longer hours required to meet business needs, etc. Also, please indicate if the minor is attending school and his or her school hours.

Note: The Department of Labor and Industries will not approve a variance that conflicts with federal child labor laws. If you have questions regarding coverage under federal law, please call the U. S. Department of Labor toll-free at (866) 487-9243.

Variance Applications and Parent/School Authorization forms may be faxed to (360) 902-5300. If you would like the approved Variance Certificate faxed back to your business, please state so on your cover sheet.